



JANET NAPOLITANO
GOVERNOR

STATE OF ARIZONA
Office of Homeland Security
1700 W. Washington Avenue Phoenix, AZ 85007
(602) 542-7005 Facsimile: (602) 364-1521



FRANK F. NAVARRETE
DIRECTOR

ARIZONA OFFICE OF HOMELAND SECURITY

CHARTER

HOMELAND SECURITY COORDINATING COUNCIL

PURPOSE. This Charter establishes the Arizona Homeland Security Coordinating Council, hereafter referred to as the "Council," pursuant to the Governor's strategy for homeland security, *Securing Arizona, A Roadmap for Arizona Homeland Security*, and governs its activities.

SCOPE AND OBJECTIVES. The Council shall act in an advisory capacity. The Council will advise, consult with, and make recommendations to the Director, Arizona Office of Homeland Security (AOHS).

DUTIES. As directed by AOHS the Council will:

- 1) Review and advise on state strategies, plans and concepts;
- 2) Review and advise on funding proposals, concepts and plans;
- 3) Represent constituencies as appropriate regarding homeland security matters (e.g.- law enforcement, fire service, government, tribal, private sector);
- 4) Consider other homeland security matters as directed and advise the Director of AOHS accordingly.

DURATION. Continuing.

TO WHOM COMMITTEE REPORTS. The Council will report to the Director of AOHS.

MEMBERSHIP. The Council shall consist of subject matter experts and leaders from public and private sector and other persons deemed critical to implementation of Arizona's State Homeland Security Strategy (SHSS). Council members shall be appointed by the Director under the authority of the Governor to serve one year.

COUNCIL CHAIRPERSON. The Director of the AOHS shall chair the Council.

SUBCOMMITTEES. Subcommittees are permissible with Director of AOHS approval.

MEETINGS. The Council shall meet as needed, but at least quarterly. Meetings are not open to the public, and participation is limited to: Council members or designees

(approved in advance by the AOHS Director), AOHS staff, and invited persons. A quorum exists when at least one-half of the appointed members are present. A quorum must exist for any official action, including voting, to occur. In any situation involving voting, the majority vote of members present shall prevail.

REPORTS. AOHS will prepare minutes and reports as required.

COSTS. All members serve without compensation and on a voluntary basis.

AVAILABILITY OF RECORDS. Consistent with Arizona law, records of meetings and other Council actions will not be subject to public disclosure.

MODIFICATIONS. Charter modifications are permissible upon mutual agreement between the Director of AOHS and the Homeland Security Coordinating Council.

FILING DATE. 1 September 2004 is the effective date of this Charter, which will expire three years from this filing date unless sooner terminated or extended by Director, AOHS.